



**US Army Corps  
of Engineers®**  
Wilmington District

Opening Date: 01 September 2003  
Bulletin #: 03FCIP  
First Cutoff: 30 September 2003\*  
Closing Date: Open Continuously (Until Further Notice)  
Open to All U.S. Citizens

## RECRUITING BULLETIN

Wilmington District, Civilian Personnel Advisory Center, P.O. Box 1890, Wilmington, North Carolina 28402-1890, 69 Darlington Avenue, Phone 910-251-4871, Fax 910-251-4434

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### Entry Level Professional Trainee Employment Opportunities

Federal Career Intern Program  
(FCIP)

*Vacancies may not currently exist in all occupational fields that are advertised. (Applicants who applied under Bulletin #02FCIP need not reapply to be considered.) Applications that are accepted remain active for consideration for possible vacancies for up to six months, after which time applicants must reapply to be considered.*

*\*Applications received by the first cutoff are assured of consideration. Later cutoffs may be applied if management requires additional referral lists.*

**DUTY LOCATION: VARIES** (see attached SUPPLEMENTAL form)

**SALARY:** Salary rates may vary by location and by occupational field.

General Schedule entry grades and salary - GS-5: \$25,697 per year; GS-7: \$31,830 per year. **Target grade and salary - GS-11: \$47,110 per year.**  
(Special salary rate for engineer positions: GS-5 \$30,471 per year; GS-7 \$37,749 per year; GS-9 \$46,175 per year; and GS-11 \$48,708 per year.)

Entry Grade and salary depend upon management discretion, duties to be performed, and qualifications of the applicant. **Employees will be eligible for noncompetitive promotions up to target grade as they progress in their work and upon meeting regulatory requirements and recommendation of their supervisor.**

**OBJECTIVE and Duties:** The Federal Career Intern Program is a hiring authority for trainee positions in a variety of occupations. In general, individuals are appointed to a 2-year internship. The appointment is an excepted-conditional appointment in the excepted service. Upon successful completion of the 2-year internships, the interns are eligible for noncompetitive consideration for permanent placement to a career-conditional appointment in the competitive service; if not converted, the appointment of a career intern expires at the end of the 2-year internship period. Federal Career Interns with the Wilmington District are hired in one of various Department of the Army civilian Career Programs. Interns will be covered by a formal training plan that includes training and developmental, rotational, or other job assignments appropriate to the career field in which they are hired.

**Candidates selected will be required to sign a Department of the Army Employment and Mobility Agreement for interns.**

*The following is a list of Federal Career Intern **Career Fields** for which positions may become available for this District and for which we are accepting applications. You must indicate on the attached SUPPLEMENTAL FORM the Career Field (position title) and the location(s) for which you are applying:*

**CIVIL ENGINEERING  
PHYSICAL SCIENCE  
BIOLOGY**

**GEOLOGY  
ACCOUNTING  
FINANCIAL ADMINISTRATION**

Enclosure 1

## **QUALIFICATIONS REQUIREMENTS:**

The qualification requirements vary depending on the career field. The qualification standards are found in the Qualifications Standards Handbook Operating Manual, which is published by the U.S. Office of Personnel Management. You may review this operating manual in its entirety by visiting the Civilian Personnel Advisory Center at the above address or online at <http://www.opm.gov>. Generally, at the GS-5 level, applicants must have a four-year bachelor's degree in a field of study directly related to the occupation, or a specific combination of education and experience as outlined in the above referenced manual that provides equivalent knowledges, skills, and abilities. Generally, for the GS-7 level, applicants must have the above referenced bachelor's degree along with a) superior academic achievement, or b) one year of specialized experience relating to the specific career field, or c) one year of graduate study related to the career field, or d) a combination of specialized experience and graduate study.

**BENEFITS:** Applicants appointed under this program are entitled to earn annual and sick leave; holiday pay; health and life insurance; and retirement coverage.

**WHERE AND HOW TO APPLY:** U.S. ARMY CORPS OF ENGINEERS  
ATTN: CESAW-CP/03FCIP  
P.O. BOX 1890  
WILMINGTON, NC 28402-1890

Forms and information may be obtained by contacting the Civilian Personnel Advisory Center, Wilmington District, (910) 251-4871, 69 Darlington Avenue, Room 201, Wilmington, North Carolina 28403 (internet address: <http://www.saw.usace.army.mil/domino/CESAW.nsf>); the Wilmington District FCIP coordinator at [jeffrey.b.whiting@saw02.usace.army.mil](mailto:jeffrey.b.whiting@saw02.usace.army.mil); North Carolina Employment Security Commission; or the career planning and placement office at your school.

The following forms must be submitted to complete your application:

1. **OF 612**, Optional Application for Federal Employment, SF-171, Application for Federal Employment, **OR a résumé**, or any other written format chosen provided that it contains all pertinent information per "Applying for a Federal Job", OF 510 (full name, SSN, complete mailing address, announcement number, phone numbers, sign and certify the accuracy of your application/résumé, etc.).
2. Copy of college **transcript(s)**.
3. **Supplemental Form** for Employment Consideration (attached).
4. **DD-214**, Certificate of Release or Discharge from Active Duty, or other proof of eligibility, if claiming 5-point veterans' preference
5. **SF-15**, and VA/Service Document (dated within the last 12 months), if claiming 10-point veteran's preference.

## **INCOMPLETE APPLICATIONS MAY NOT BE ACCEPTED**

**NOTE: Males born after December 31, 1959 will be required to sign a statement regarding Selective Service Registration.**

**ALL CANDIDATES WILL RECEIVE CONSIDERATION WITHOUT REGARD TO RACE, CREED, COLOR, NATIONAL ORIGIN, SEX, AGE, RELIGION, POLITICAL AFFILIATION OR ANY OTHER NON-MERIT FACTOR.**

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**SUPPLEMENTAL FORM FOR FCIP EMPLOYMENT CONSIDERATION**  
**U.S. Army Corps of Engineers, Wilmington District**

1. Career Field for which applying: (See list on page 1 of this announcement) \_\_\_\_\_
2. When can you start work? (Month/Day/Year) \_\_\_\_\_
3. What is the lowest pay you will accept? (You may not be considered for jobs that pay less than you indicate.)  
**Pay \$** \_\_\_\_\_ **or** **Grade: GS -** \_\_\_\_\_  
(See the Recruiting Bulletin)
4. Are you willing to work:  
(Answer **each** question with either **YES** or **NO**.)  
\_\_\_\_ **A.** 40 hrs per week (full-time)?                      \_\_\_\_ **D.** 16 or fewer hrs per week (part-time)?  
\_\_\_\_ **B.** 25-35 hrs per week (part-time)?                      \_\_\_\_ **E.** An intermittent job (on-call/seasonal)?  
\_\_\_\_ **C.** 17-24 hrs per week (part-time)?                      \_\_\_\_ **F.** Weekends, shifts, or rotating shifts?
5. Are you willing to travel away from home for:  
(Answer **each** question with either **YES** or **NO**.)  
\_\_\_\_ **A.** 1 to 5 nights each month?  
\_\_\_\_ **B.** 6 to 10 nights each month?  
\_\_\_\_ **C.** 11 or more nights each month?
6. **Provide three references that are not related to you and are not former supervisors. (Include full name, area code and telephone number, address (number, street, and city), state and zip code.)**  
  
1) \_\_\_\_\_  
\_\_\_\_\_  
  
2) \_\_\_\_\_  
\_\_\_\_\_  
  
3) \_\_\_\_\_  
\_\_\_\_\_

**GEOGRAPHIC LOCATIONS**

Listed below are the projects and their geographic locations serviced by the Wilmington District, Corps of Engineers. Indicate locations desired, sign, date and return this form with your application.

- \_\_\_\_\_ Wilmington, NC
- \_\_\_\_\_ Raleigh Regulatory Field Office, Raleigh, NC
- \_\_\_\_\_ Asheville Regulatory Field Office, Asheville, NC
- \_\_\_\_\_ Washington Regulatory Field Office, Washington, NC
- \_\_\_\_\_ B. Everett Jordan Lake, Moncure, NC (Raleigh)
- \_\_\_\_\_ Falls Lake, Wake Forest, NC (Raleigh)
- \_\_\_\_\_ W. Kerr Scott Lake, Wilkesboro, NC
- \_\_\_\_\_ John H. Kerr Dam and Reservoir, Boydton, VA
- \_\_\_\_\_ Philpott Dam and Reservoir, Bassett, VA

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)